

SPOKANE AQUIFER JOINT BOARD MEETING MINUTES

October 27th, 2011

1) CALL TO ORDER

The Board of Directors of the Spokane Aquifer Joint Board (SAJB) met in Regular Session at Pasadena Park Irrigation District No. 17, 9227 E. Upriver Drive, Spokane, Washington on October 27th, 2011. President Ty Wick was in attendance. A total of 15 attended the meeting, 7 SAJB voting representatives, 1 non-voting member and 7 guests. Absent a quorum, the meeting was held in as advisory and for information only.

Consideration of Regular Meeting Minutes

President Wick postponed a call for any additions, corrections or comments to the Minutes of September 22, 2011, until the November meeting or such time as a quorum of voting members is present.

2) FINANCE COMMITTEE REPORT

Treasurer Mary McIntyre was represented by Angela Cline who reported as follows:

SAJB Administration Funds

The SAJB Checking Account balance is \$4,546.35.

SAJB Wellhead Implementation Plan (WIP) Funds

The WIP checking balance is \$20,169.08 the Spokane County Investment Pool (Implementation) is \$76,616.19 and Implementation Savings is \$74.43.

Presented Administration and WIP Bills

President Wick presented the attached Bill Payment Summaries for September through October 2011. The October Bill Payment Summary totaled \$450.00 and \$21,984.07 respectively for an overall total of \$22,434.07. Those present reviewed the summaries, discussion followed. The October summaries detailed SAJB Administration bills of \$0 and Wellhead Implementation Bills of \$19,215.00. The Program Leader Consulting Services were \$3,219.07.

3) OLD BUSINESS

Wellhead Regulatory Process and Wellhead Protection – Lloyd Brewer gave an update on the continued Wellhead Protection grant discussions with regulators and the Department of Health. The DOH grant application for \$30,000 was submitted, revised based on comments and re-submitted. The purpose is to do the following:

- Work out and advise recommended distances between storm drains, storm water facilities and wells
- Use the existing model and extend it into Idaho such that wells on the Washington border (i.e., Consolidated) can be reliably modeled
- Obtain model and process stamp of approval by engineers, local utilities and jurisdictions

DOH comment (Russell Mau, Eastern Regional Engineer) asked that the following be addressed:

- Obtain \$5,000 of in-kind funding. Lloyd detailed the extensive in-kind staff time that had already been contributed. DOH acknowledged the contribution of staff time but wanted a more definitive in-kind funding. A possible solution was to request \$1,000 each from five of the participating water systems.
- Clarify the role of model information: The bi-state model can be used in conjunction with the CH2MHILL model to further detail Idaho's influence to Washington's Consolidated Irrigation District.

President Wick suggested taking \$5,000 out of SAJB reserve funds rather than asking individual utilities to provide additional funds through a special assessment or new rate structure. Bob Ashcraft agreed that using the SAJB funds ensured that all members and not just five were contributing to the in-kind funding. Tim Schudel made the motion to provide \$5,000 of SAJB funds as an in-kind contribution to the DOH grant application. Bob Ashcraft seconded the motion. President Wick called for an advisory vote which would be acted upon by the Executive Board. The motion was unanimously approved. The grant application will be completed and submitted. No funds will be spent until such time as the DOH grant is awarded.

4) NEW BUSINESS

November and December Meeting Dates

In consideration of Kathy Small's retirement Open House on November 17th, Thanksgiving and Christmas holidays, President Wick recommended a change from the established 4th Thursday meeting dates for November & December. The new meeting dates will be Wednesday, November 16 and Thursday, December 15th.

Grey Water WAC's – President Wick opened discussion of the grey water WACs. He described a conversation with Mike LaScuola, SRHD. Mike indicated that the local health district is still waiting for DOH to give further guidance regarding implementation of the WAC's. SRHD is facing serious funding issues and may be closing its water testing lab.

- Local administrative authorities can be equal or more restrictive but not less restrictive than the state or federal regulations.
- Backflow requirements by water systems
- Lloyd Brewer referenced a section of the WACs that said the greywater WACs would not be implemented in sensitive areas, but it was not clear whether or not the aquifer meets the "sensitive" requirements.
- President Wick will continue to monitor this area for updates.

5) WELLHEAD PROGRAM IMPLEMENTATION PLAN

Give Away Materials Inventory and Order Form – Attendees were given a bag with SAJB items, an inventory, and order form. See PM Tonilee Hanson 509-847-4337 sajbinfo@gmail.com for more information or to place an order. All items have been moved from the PPID#17 basement and are now located in a SCWD#3 warehouse.

EnviroStars Business Certification & Recruitment Update – PM showed the latest copy of the Inlander ad campaign. Thirty seven (37) businesses have been certified to date and fourteen (14) are pending. The next industry goal is to certify dental offices with a focus on amalgam separators, maintenance and digital imaging.

Web Use Statistics, Virtual Field Trips and Persistent Vision – **Web hosting** is scheduled to move from NetRiver to PSP the first week of November. **Web statistics** show an average of 1,700 users per month. The web statistics for 10/2010 – 10/2011 have been archived and will be used in planning a website update. Insufficient web maintenance and broken links in the Virtual Field Trips Teacher resources and Tours were inventoried and discussed. President Wick recommended that services from Persistent Vision be ended as of this payment and a new maintenance agreement be established with a local company. This motion will be revisited in November for a vote.

Bill Rickard requested assurance that the Virtual Tours will continue to be operational. PM agreed that the VFT are a high priority and will be maintained. There should be no down time during the transition. Once the web hosting transition is complete the first priority will be to repair broken web links.

KSPS Update and Ideas for 3 New Promotional Spots-

- **Aquifer Classroom Lessons:** PM will observe Kristin Zimmer teach the Aquifer in a Cup lesson at Browne Elementary on November 8, 2011. To date 31 of the 50 contracted lessons have been delivered.
- **KSPS Promotional Spots -** 422 of the 500 contracted spots have aired
- **To Be Created:** Three new 15 second spots are included in the existing 2011 contracted. PM met with Trink O'Conner, Jim Zimmer and XXX. The following ideas and audiences were offered for discussion with Aqua Duck starring in all three spots. PM asked if the group was Ok with AD as the representative on these spots and the group gave their OK.
 - **Young Children & water conservation focused on turning off faucet** (Pay it forward / chain reaction from child to others in the house Aqua Duck hands child an award)
 - **Teens & Household Hazardous waste** (Detectives searching out HHW and giving it all to Aqua Duck. (A QR code could be accessed on screen to bring up the top 10 HHW products with alternative products. This would be a simplified version of the HHW brochure.) PM requested suggestions for target waste products. Lloyd thought solvents are a high priority. Bill Richard suggested that it is the combination of all the products that add up to a toxic "cocktail". Additional suggestions are welcomed.
 - **Adults – Conservation** (Changing out shower heads and adding aerators to faucets or nozzles on hoses. Consider a possible partnership with local hardware to give a discount on conservation devices. An Aqua Duck discount coupon could be accessed with a QR code on screen and taken to the hardware store. KSPS suggested that the hardware store might be willing to fund additional air time and expand the impact of the ad.)

Constant Contact Option for Communications - This web tool is being used on a free 60 day trial basis. It was used for the new PM announcement and the Aqua Duck Appearance at Reforest Spokane. It provides a consistent and professional image to e-news communications. It has the capability of a photo library and e-mail data base. The message open rate can be tracked. PM recommends including it in the 2012 budget as part of updating the website. Constant contact messages can link to the website and become a tool to reach internal and external audiences.

Aqua Duck – Appearance at Reforest Spokane 9/22/11 – AD gave away 50 nozzles, 25 conservation kits and approximately 75 comic books.

Mobius Science Museum Open House – Nov. 3rd 6:30 – 8:00 PM

Updating SAJB Booth Display- was tabled and will be considered in the November draft budget discussion.

6) **OPEN FORUM –** President Wick reminded everyone about Kathy Small's Retirement Open House on November 17th at Pasadena Park ID #17 from 1-3.

7) **GUEST SPEAKER – None**

8) **ADJOURN**

There being no further business this 27th day of October, 2011, President Wick adjourned the meeting at 2:45 pm

President Ty Wick

Secretary Todd Henry